






Maleny Neighbourhood Centre is a NFP community resource, responding to diverse local needs. We deliver emergency relief, facilitating community networks and connections. Maleny Neighbourhood Centre fosters resilient and fair communities and a just society where diversity is celebrated and participation encouraged.



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 and booked activities anytime

In the Heart of Maleny ...

MALENY NEIGHBOURHOOD CENTRE			
2022 CHILD PROTECTION POLICY			
Authorised By:	Maleny Neighbourhood Centre (MNC) Assn Inc Management Committee		
Responsibility for Review:	Centre Coordinator and Development Worker (CCDW) and the MNC Management Committee		
Policy Developed:	August 2018		
Last Review:	NA		
Approved by Management Committee:	<table border="0" style="width: 100%;"> <tr> <td style="width: 50%;">Signed: </td> <td style="width: 50%;">Dated: <i>2 FEB 2023</i></td> </tr> </table>	Signed: 	Dated: <i>2 FEB 2023</i>
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Date of Next Review:	October 2025		
Review Process	This Policy will be reviewed by the Management Committee and approved on or before the next date of review.		
Documentation and Communication:	<p>Any decisions requiring policy changes will be recorded in the Minutes of Maleny Neighbourhood Centre Management Committee and forwarded to CCDW for action and updating of policy documents.</p> <p>Policy changes relevant to staff and volunteers will be either emailed or discussed at staff and volunteer meetings.</p>		
POLICY CONTEXT			
Queensland Standards for Community Services:	Standard 6 (Protecting Safety and Wellbeing)		
Other Standards:	Standard 2 (Responding to individuals, families and communities).		
Relevant Policies:	Code of Conduct Risk Management Volunteer Management		
Forms or other organisational documents:	Blue Card Application and Approval Advices Blue Card Register		

	Volunteer Conditions
Definition of terms:	<p>For the purposes of this Child Protection Policy, all references to: 'child', 'children', 'young person', 'young people' – whether singular or plural – are used interchangeably and are taken to refer to those under the age of 18 years, in accordance with the United Nations Convention on the Rights of the Child.</p> <p>'Staff, volunteers and contractors', are used interchangeably and are taken to refer to anyone interacting with children on behalf of MNC.</p> <p>'Harm' to a child or a young person is any detrimental effect of a significant nature on the child's physical, psychological or emotional wellbeing. Harm can be caused by physical abuse or neglect, sexual abuse or exploitation, domestic or family violence.</p>
Legislation or other requirements:	<p>Working with Children (Risk Management & Screening) Act 2000 Working with Children (Risk Management & Screening) Regulation 2011 Child Protection Act 1999 Commission for Children and Young People and Child Guardian Act 2000 Education (General Provisions) Act 2006 Public Health Act 2005 Adoption of Children Act 1964 Family Law Act 1975 Child Protection Reform Amendment Act 2014 which is an Act to amend the Child Protection Act 1999, the Childrens Court Act 1992, the Commission for Children and Young People and Child Guardian Act 2000, the Magistrates Act 1991, the Ombudsman Act 2001 and the Public Health Act 2005 Human Rights Act (2019) QLD</p>
Purpose and Commitment	<p>Maleny Neighbourhood Centre (MNC) is committed to promoting and protecting the interests and safety of children. Everyone working at MNC is responsible for reporting any concerns about child safety to the CCDW. The CCDW will then ascertain what action, if any, is required.</p> <p>The purpose of this policy is:-</p> <ol style="list-style-type: none"> 1. To facilitate the prevention of 'harm' to any young person during any programs run by MNC 2. To ensure an organisational culture of child safety 3. To ensure that all relevant parties are aware of their responsibilities for identifying possible occasions of 'harm' or potential 'harm' to any young person and for establishing controls and procedures for preventing such 'harm' to any young person and / or detecting such 'harm' if it occurs

	<ol style="list-style-type: none"> 4. To provide guidance to staff / volunteers / contractors as to the action that should be taken if they suspect any 'harm' or potential 'harm' to any young person involved in MNC programs or visiting the centre. 5. To provide a clear statement to staff / volunteers / contractors forbidding any such 'harm' or potential 'harm' 6. To ensure that any and all suspected 'harm' or potential 'harm' will be investigated and if appropriate, formally reported by the CCDW.
Policy	<p>MNC is committed to promoting and protecting the best interests of young people and children involved in its programs or visiting the centre.</p> <p>All children regardless of their gender, race, religious beliefs, age, disability, sexual orientation or family or social background, have equal rights to protection from abuse.</p>
Procedure	<p>The MNC Management Committee has ultimate responsibility for the organisation's direction and is responsible for ensuring that appropriate policies, procedures and effective internal control systems are in place.</p> <p>The MNC Management Committee must be advised of any incidents of 'harm' or potential 'harm' to any young person that occur, as per the requirements detailed in the Risk Management Policy.</p> <p>The MNC Coordinator is responsible for:-</p> <ul style="list-style-type: none"> ● Ensuring that all staff, volunteers and contractors are aware of: <ul style="list-style-type: none"> ○ their obligation to observe organisational policies and procedures, and in particular this policy and the Code of Conduct (particularly as it relates to child safety). ○ their obligation to advise the CCDW of any suspected 'harm' or potential 'harm' to any young person attending a program run by MNC or visiting the centre, in accordance with these policies and procedures. ● Providing support for staff, volunteers and contractors who are working with young people to ensure they conduct this work in accordance with MNC's policies and procedures in relation to child safety. ● Gathering information into reports of 'harm' or potential 'harm' to any young person attending a program run by MNC or visiting the centre and, if appropriate, advising the MNC Management Committee of this. ● Responsible for ensuring that staff and volunteers have a current blue card <p>The Coordinator must also:</p> <ul style="list-style-type: none"> ● Promote child safety at all times ● Assess the risk of 'harm' or potential 'harm' to any young person within their area of control and eradicate / minimise the risk to the extent possible ● Educate employees about the prevention and detection of child abuse ● Report any incidents to the Management Committee

- Facilitate the reporting to the relevant authority of any inappropriate behaviour or suspected activities that have been confirmed through investigation by the CCDW.

The Volunteer Support Worker (VSW) is responsible for ensuring that all staff and volunteers have a current blue card as per Department of Communities, Housing and Digital Economy. The VSW maintains a register of all MNC blue card holders. The register details the name, contact details, the date the card was issued and the expiry date. The VSW reviews the register quarterly to identify any impending renewals.

All staff, volunteers and contractors must:

- Hold a current Commission for Children & Young People Suitability Card (Blue Card).
- Familiarise themselves with MNC's policies and procedures in relation to child protection including this policy and the MNC Code of Conduct Policy
- Immediately report any reasonable belief that a child's safety is at risk to the CCDW.